

**FREDERICK COUNTY COMISSION ON AGING
BOARD OF DIRECTORS MEETING
January 14, 2008**

Members:

Suzan M. Adams
William P. Allen, PhD
Earl S. Beck, PhD
Mary S. Bevard-Cline, Rec. Sec.
Rae Ann Butler
Harold A. Ehart, Jr., Chair
Judy Hallman
Ona M. John Kile
Louise Lynch
Margaret Nusbaum
Bernice Sewell
Burt Shawver
Anna Mary Snyder
Carolyn True
Robert Wannemacher

Excused

Charles A. Jenkins,
Comm.
Peggy Bracken
Lloyd Hoover
Alan Imhoff, Alderman
Susan Shelton
Virginia Skelley

Unexcused:

Guests:

Carol Haag, RSVP
Terry Miller, Western MD
Alzheimer's Assoc.

- I. **Call to Order** – Hal Ehart, Chair, called the meeting to order at 1:00 pm.
- II. **Welcome & Introductions** – Hal Ehart welcomed all attendees and introductions/affiliations were made.
- III. **Approval of Minutes** – Louise Lynch requested an amendment to all references to the Senior Resource Center be changed to Senior's Resource Center. With said amendment, the minutes of the December 10, 2007 meeting were approved on a motion by Rae Ann Butler and seconded by Dr. Robert Wannemacher. All were in favor.
- IV. **Commissioner's Comments** – No report.
- V. **Overview of Victoria Park at Walkersville** – Lydia Clark, Development Associate, with Osprey Property Co., 1212 York Road, Suite A302, Timonium, MD 21093 did a presentation on the new Victoria Park at Walkersville independent senior apartments. This facility is located on approximately 4 acres consisting of 81 one and two bedroom units ranging from 575 to 1,000 sq. ft. They will serve adults 62 and older with an annual income of \$27,000 to \$49,000. The rent is adjusted according to income. There is no medical assistance available. The resident would have to move if they become unable to live independently. There is 1 parking space per person with public transportation available. The pre-leasing process is underway with 62 inquiries to date and 120 days to opening. The facility is a green construction addressing many energy efficient systems. Water and sewer is included in the cost of rent, heating and AC is estimated at \$60 per month for a one bedroom unit and \$90 per month for a two-bedroom unit. The utility allowance is backed out of the rent. The Housing Authority sets the utility allowance. Section 8 vouchers and private pay are accepted. This is a secure facility with surveillance cameras. Maintenance staff is on-call during off hours, and fire drills will be held regularly. Routine maintenance such as replacing air filters, light bulbs, grounds care, etc. is provided. An annual

lease is required with re-certification of income every year for the first three years and then every three years thereafter. Calculations are based on area median income and HUD guidelines in determining assets and income.

There will be a hardhat tour in the near future. Lydia Clark's email contact is [lclark@osprey.com](mailto:lclark@ospfrey.com).

- VI. **Open Discussion Regarding the Commission's Plans for 2008 and beyond** – Louise Lynch proposed the development of a list of items the commission wants to do. She reiterated that we must be a proactive commission; we should indicate what topics we want to address, include the Strategic Plan topics, we should look at topics that are unique to the commission and that are separate from the Department of Aging. Louise Lynch was asked to assist with the development of a list for discussion at the February meeting.
- VII. **Director's Report** – Carolyn True reviewed the following:
- The food bid was awarded to Business Food Solutions for a two-year period with an option to renew.
 - The budget was submitted on December 21, 2007. There are no increases in the 09 budget.
 - The Outreach Worker job description is being revised. Advertising will begin mid February.
 - Stewart Rosenthal is the State Chair on the CoA. There is interest in conducting training to assist the local CoA's so there is continuity in information presentations in the General Assembly in Annapolis, MD.
 - Cookbook sales to date are \$3,300.00. Carolyn thanked Rae Ann Butler and Edenton for their efforts and the success of this project.
 - Burt Shawver, Louise Lynch, Carol Haag, Dr. Robert Wannemacher and possibly two other persons, Hal Ehart, and Dr. Pete Allen will attend the United Senior's Rally on January 22, 2008 in Annapolis, MD. A final head count to be confirmed to determine if we will use the DoA van for this event.
 - Carolyn requested Burt Shawver and the Special Events Committee to begin working on the annual luncheon.
- VIII. **Open Subjects** –
- Hal Ehart reviewed the letters of approval from the Commission regarding the reappointment of Rae Ann Butler, Lloyd Hoover, and Burt Shawver, and the appointment of Dr. Robert Wannemacher, Peggie Bracken, and Virginia Skelley to the Commission.
 - Hal Ehart provided an overview of a public meeting held on January 10, 2008 with Translt regarding the cost increases for services for Para Translt. There was no argument regarding the needed cost increase but these increases will break the clients using this service to the point they will not be able to use the service. Sherry Burford has to report the outcome of said meeting to the BOCC at a future meeting. Louise Lynch moved a letter be written on behalf of the CoA to the BOCC expressing said concerns. Judy Hallman seconded the motion. All were in favor. Hal Ehart will write letter. Louise Lynch also expressed concern in how the proposed cost increase will impact transporting handicapped children to school.

- Suzan Adams revisited the upcoming ILR schedule and distributed the Spring 2008 schedule.
- Dr. Earl Beck submitted a letter directed to Dr. Rex Chowdry with the Maryland Health Care Commission in regard to requesting approval of the Certificate of Need for the new Citizen's Care and Rehabilitation facility. He reiterated this project needs to be funded now as each year we delay, the construction costs increase. It was noted that this is not a new building but a replacement of an old building that does not meet code. This letter is in support of Nicole and her documentation. Hal Ehart received said letter and will follow-up the required criteria on behalf of the CoA.

IX. **Adjournment** – The meeting adjourned at 2:15 pm.

Respectfully submitted,

Mary S. Bevard-Cline,
Recording Secretary

NEXT MEETING: February 11, 2008, 1:00 pm at the Frederick Senior Center, 1440 Taney Avenue, Frederick, MD 21702.